



NOTICE OF SOLICITATION OF SOQs

Request for Qualifications (RFQ) for On-Call Construction Management Support Services for Non-Federally Funded Projects At The Port of Oakland

I. Invitation to Submit SOQ

The Port of Oakland ("Port") is soliciting Statements of Qualifications (SOQs) from qualified consulting firms for providing "on-call" construction management (CM) services for non-federally funded projects. The firms selected will provide CM services for various Port construction projects for a three-year period with two one-year options to extend.

This RFQ is being issued concurrently with the *Request for Qualifications (RFQ) for On-Call Construction Management Support Services for Federally Funded Projects at the Port of Oakland*. Qualified consulting firms may submit SOQs for both RFQs. The Port intends to select ten (10) firms to provide CM Services, six (6) of which will be subject to the Port's Non-Discrimination and Small/Local Business Utilization Policy (NDSLBP) incorporated into this RFQ, and four (4) of which will be subject to Federal Disadvantaged Business Enterprise (DBE) provisions. Individual Technical Service Orders (TSO) will be issued for CM assignments on a project-by-project basis. The contract period will be three years with two one-year options to extend. The budget for all consultant CM work described by this RFQ for federally funded projects is expected to not exceed \$26,000,000 for all contracts over the initial 3 year term.

The selected CM Consultants are expected to be under contract with the Port by January 2024.

The Port has posted this RFQ in digital format on a hosting website that can be accessed via the 'Current RFP's/RFQ's: Engineering Consulting Services' link at the following URL: <http://www.portofoakland.com/business/bids-rfps/rfq-engineering/>. Proposing consultants should carefully review the requirements of this RFQ to ensure that they meet all of the stated requirements.

SOQs will be received at the location and until the time/date specified under "RFQ Schedule" and "Instructions for Submitting SOQs" below.

Consultants interested in submitting SOQs for this work are strongly urged to attend a Pre-Submittal Meeting to be held at the time/date/location specified under "RFQ Schedule", below. At the Pre-Submittal Meeting, the Port will provide information related to the Port's insurance requirements and NDSLBP, and will answer questions regarding the proposed project, submittal requirements and the selection process.

Port policy prohibits discrimination or preferential treatment because of race, color, religion, sex, national origin, ancestry, age (over 40), physical or mental disability, cancer-related medical condition, a known genetic pre-disposition to a disease or disorder, veteran status, marital status, or sexual orientation. It is the policy of the Port of Oakland to encourage and facilitate full and equitable opportunities for small local businesses to participate in its contracts for the provision of goods and services. It is further the Port's policy that no discrimination shall be permitted in small local business participation in Port contracts or in the subcontracting of Port contracts. The successful Respondent shall comply with the Port's non-discrimination policy.

To the extent that the scope of services includes work that falls under the Labor Code definition of "public works" (Cal. Labor Code Section 1720 et seq), this project will be subject to compliance monitoring and enforcement by the Department of Industrial Relations (DIR). Consultants submitting a Proposal/SOQ, and subcontractors or subconsultants performing any portion of the work that falls under the "public works" definition, must be registered with the DIR pursuant to DIR requirements prior to submission of the Proposal, and the Prime Consultant must include in its SOQ its own DIR registration number and the DIR registration numbers of all listed subcontractors and subconsultants that will participate in the "public works" portion of the scope of services.

Qualified firms submitting Proposals will receive credit for the prime consultant satisfying the requirements of the Port's Non-Discrimination and Small/Local Business Utilization Policy (NDSLBP), a summary of which is included herein as Attachment II (b). Because of the uncertainty of the actual work to be performed under this contract, Proposers will not receive preference points for listed subconsultants.

Questions regarding this RFQ must be addressed in writing to the appropriate contact person listed under "RFQ Contacts", below. All questions not directed specifically to the primary contact person must be copied to said primary contact person. Proposers are advised that questions received less than seven (7) calendar days prior to the Proposal due date may not be answered. Where appropriate, the Port will respond in writing to proposer questions submitted in a timely fashion via an addendum or a 'Log of Responses to Proposer Questions'; see "Port Responses to Proposer Questions", below.

The Port reserves the right to reject any or all SOQs, to waive any irregularities or informalities not affected by law, to evaluate the SOQs submitted and to award the contract according to the proposal which best serves the interests of the Port.

RFQ Schedule

RFQ Issued	August 22, 2023
Pre-Submittal Meeting	1:00pm on August 30, 2023 via videoconference https://portoakland.zoom.us/j/91962448259 After joining the meeting, please email your contact information to tchu@portoakland.com to confirm attendance
Deadline for Submission of Proposer Questions	Seven (7) calendar days prior to Proposal Due Date
SOQ Due Date	September 12, 2023 at 12:00 noon
Short List of Qualified Consultants *	September 19, 2023
Consultant Interviews/Presentations *	September 28 2023
Final Selection Completed *	October 5, 2023
Board Approval of Consultant *	November 2, 2023
Execution of Agreement *	December 22, 2023
* Note that all dates subsequent to the proposal due date are subject to change.	

Instructions for Submitting SOQs

Electronic Submission of SOQs	The Port will receive SOQs for this work in electronic format only, via the Liquid Files secure file transfer service . No hard copy or faxed SOQs will be accepted.
SOQ Format	<p>Each SOQ must be submitted in a single PDF file containing all of the items listed in Section II.D, SOQ Format and Contents, in the order specified therein.</p> <p>Note that, as per Section II.D, properly executed copies of all forms contained in Attachment 3 must be included in the SOQ.</p> <p>Submitted PDF must be unencrypted, universally viewable, printable, transferable and enable copy.</p>
Submittal Instructions	<p>All SOQs must be submitted via the following procedure:</p> <ul style="list-style-type: none"> • Navigate to the Port of Oakland page on the Liquid Files server, at the following URL: https://lf.portoakland.com/ • If you already have a Liquid Files account, you can log in to your existing account and proceed to send a message per the instructions below. • If you don't have an account, click the "Register" button at the bottom of the page and follow the prompts. (There is no charge to register and send a message.) • Once you're registered, whenever you log in to Liquid Files, you will be taken directly to the "Message" page. • Upload your SOQ to the Liquid Files server by clicking on the "Add Files" button or dragging the SOQ into the "Drop Files Here" box. • Address your message to tchu@portoakland.com. • Subject line must contain: <ul style="list-style-type: none"> • "ON-CALL CONSTRUCTION MANAGEMENT SUPPORT SERVICES FOR NON-FEDERALLY FUNDED PROJECTS AT THE PORT OF OAKLAND". • Company name. • Sent date. • Body of the message must contain: <ul style="list-style-type: none"> • Complete RFQ Title. • Company Name. • Address. • Primary Contact: <ul style="list-style-type: none"> ○ Name, Title, Email, Phone Number. <p>You will receive an automatic reply to your message, which will constitute the Port's acknowledgment of receipt of your SOQ.</p>
Late Submittals	SOQs received after the time and date stated above will be disqualified.

RFQ Contacts

	Name	Phone Number	E-mail Address
Primary Contact	Tony Chu	510.627.1239	tchu@portoakland.com
Port's NDSLBP *	Kamal Hubbard	510.627.1162	khubbard@portoakland.com

	Name	Phone Number	E-mail Address
Living Wage Policy *	Kamal Hubbard	510.627.1162	khubbard@portoakland.com
Insurance Requirements *	Saima Kumar	510.627.1442	skumar@portoakland.com
<p>* Questions submitted to Port's NDSLBP, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.</p>			

For assistance in downloading the SOQ, please contact Bill Russell at (510) 627-1439 or at brussell@portoakland.com.